



Kojonup Bush Fire Advisory Committee

MINUTES

18 April 2016

SHIRE OF KOJONUP

**MINUTES FOR THE KOJONUP BUSH FIRE ADVISORY COMMITTEE MEETING
HELD 18 APRIL 2016**

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MINUTES

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The Presiding Member declared the meeting opened at 7:30pm and alerted the meeting of the procedures for emergencies including evacuation, designated exits and muster points.

2 ATTENDANCE & APOLOGIES

MEMBERS

| | |
|--------------------------|--|
| Mr Robert Sexton | Presiding Member |
| Mr Ned Radford | Councillor |
| Mr Digby Stretch | Chief Bush Fire Control Officer |
| Mr Tony Fisher | Deputy Bush Fire Control Officer |
| Mr Roger House | Senior Bush Fire Control Officer |
| Mr Geoff Gale | President of the Kojonup Bush Fire Association |
| Mr Robert Cowie | Administration/Regulatory Officer |
| Mr Rick Mitchell-Collins | Chief Executive Officer |
| Mrs Denise Berryman | Secretary of the Kojonup Bush Fire Association |
| Mr Daniel Campbell | Kojonup Volunteer Fire and Rescue Service |
| Mr Matthew Crabb | Kojonup Volunteer Fire and Rescue Service |

APOLOGIES

| | |
|-------------------|--|
| Mr Murray Gibbs | Senior Bush Fire Control Officer |
| Mr Myles Reid | Senior Bush Fire Control Officer |
| Mr Mort Wignall | Manager of Regulatory & Community Services |
| Mr Paul Retallack | Senior Ranger |

3 SUMMARY OF RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5 CONFIRMATION OF MINUTES

ORDINARY MEETING 22 February 2016

COMMITTEE DECISION

Moved Robert Sexton, seconded Digby Stretch

“That the Minutes of the Ordinary Meeting of KBFAC held on 22 February 2016 be confirmed as a true record with the following amendments:

- **Robert Sexton nominated himself for the position of Presiding Member, not Denise Berryman as stated.”**

CARRIED 7/0

6 ANNOUNCEMENTS by the Presiding Member without discussion

Nil

7 PETITIONS, DEPUTATIONS & PRESENTATIONS

Nil

8 DECLARATIONS OF INTEREST

Nil

9 ITEMS**9.1 FCO RECOMMENDATION FROM KOJONUP BUSHFIRE BRIGADE AGM**

Following the Annual General Meeting (AGM) held 11 April 2016, the Kojonup Bushfire Association has recommended to the Bushfire Advisory Committee that the following people be appointed to the Fire Control Officer (FCO) position for their respective brigades:

| | |
|------------------------|--|
| <i>Ben Johnston</i> | <i>Captain/FCO, Boilup Brigade</i> |
| <i>Geoff Gale</i> | <i>Captain/FCO, Boscabel Brigade</i> |
| <i>Paul Norrish</i> | <i>Captain/FCO, Changerup Brigade</i> |
| <i>Owen Bignell</i> | <i>Captain/FCO, Cherry Tree Pool Brigade</i> |
| <i>David Eatt</i> | <i>Captain/FCO, Jingalup Brigade</i> |
| <i>Roger Bilney</i> | <i>Captain/FCO, Kojonup Brigade</i> |
| <i>Kit Anderson</i> | <i>Captain/FCO, Lumeah Brigade</i> |
| <i>Justin Fleay</i> | <i>Captain/FCO, Moberup Brigade</i> |
| <i>Mark Blewett</i> | <i>Captain/FCO, Muradup Brigade</i> |
| <i>Griffin Chomley</i> | <i>Captain/FCO, Orchid Valley Brigade</i> |
| <i>David Forrester</i> | <i>Captain/FCO, Qualeup Brigade</i> |
| <i>Bevan Gibbs</i> | <i>Captain/FCO, Ryans Brook Brigade</i> |
| <i>Bob Francis</i> | <i>Captain/FCO, Muradup Town</i> |

The appointments are subject to undertaking the appropriate FCO training. The next training session is to be advised. Any conditions, restrictions, or directions placed on FCOs who are standing again from last year will be continued.

The Presiding Member suggested that the appointments of the FCO positions be voted upon as a separate matter to the appointments of other officers for the Kojonup VBFB and the committee agreed

Moved Digby Stretch and seconded Geoff Gale

“That the committee recommend to Council the following names to act as Fire Chief Officers for their respective brigades:

| | |
|------------------------|--|
| Ben Johnston | Captain/FCO, Boilup Brigade |
| Geoff Gale | Captain/FCO, Boscabel Brigade |
| Paul Norrish | Captain/FCO, Changerup Brigade |
| Owen Bignell | Captain/FCO, Cherry Tree Pool Brigade |
| David Eatt | Captain/FCO, Jingalup Brigade |
| Roger Bilney | Captain/FCO, Kojonup Brigade |
| Kit Anderson | Captain/FCO, Lumeah Brigade |
| Justin Fleay | Captain/FCO, Moberup Brigade |
| Mark Blewett | Captain/FCO, Muradup Brigade |
| Griffin Chomley | Captain/FCO, Orchid Valley Brigade |
| David Forrester | Captain/FCO, Qualeup Brigade |
| Bevan Gibbs | Captain/FCO, Ryans Brook Brigade |
| Bob Francis | Captain/FCO, Muradup Town” |

CARRIED 7/0

The Association AGM also made the following appointments for Council ratification:

| | |
|-----------------------------|---|
| Mr Tony Fisher (Zulu 1) | Chief Bush Fire Control Officer Fire Weather Officer Issue permits for Clover Burr Ability to advise Shire on Vehicle & Harvest Bans |
| Mr Roger House (Zulu 2) | Deputy Chief Bush Fire Control Officer Deputy Fire Weather Officer Issue permits for Clover Burr Ability to advise Shire on Vehicle & Harvest Bans |
| Mr Murray Gibbs (Zulu 3) | Senior Bush Fire Control Officer Ability to advise Shire on Vehicle & Harvest Bans |
| Mr Myles Reid (Zulu 4) | Senior Bush Fire Control Officer Ability to advise Shire on Vehicle & Harvest Bans |

Moved Rob Cowie and seconded Digby Stretch

“That the committee recommend to Council the following names to act in the following positions for the 2016/2017 Season:

| | |
|-------------------------------------|---|
| Mr Tony Fisher (Zulu 1) | Chief Bush Fire Control Officer Fire Weather Officer Issue permits for Clover Burr Ability to advise Shire on Vehicle & Harvest Bans |
| Mr Roger House (Zulu 2) | Deputy Chief Bush Fire Control Officer Deputy Fire Weather Officer Issue permits for Clover Burr Ability to advise Shire on Vehicle & Harvest Bans |
| Mr Murray Gibbs (Zulu 3) | Senior Bush Fire Control Officer Ability to advise Shire on Vehicle & Harvest Bans |
| Mr Myles Reid (Zulu 4) | Senior Bush Fire Control Officer Ability to advise Shire on Vehicle & Harvest Bans” |

CARRIED 7/0

9.2 ESL MONIES REQUEST – BFB AGM

At the recent AGM, the KBFB have requested that the Advisory Committee look into the possibility of combining all of the remaining ESL grant money and purchasing a significant item/s. The view is that there is enough PPE and hose around the Shire to last a lifetime.

Geoff Gale spoke on the item as Qualeup Brigade had made a suggestion that all ESL money is pooled and communication equipment be purchased.

Rob Cowie stated that the ESL regulations are very clear on what the Shire can and cannot purchase. Communications are on the “Not Approved” list.

Robert Sexton suggested that the committee needs to set a criteria list so that the future spending is streamlined. It was agreed that the committee think about what is required and a priority list for purchasing be established, for example:

1. PPE including gloves and helmets
2. Hoses for fast fill pumps
3. Other equipment

9.2 2015/2016 FIRE BREAK NOTICE

The firebreak notice was discussed with the next item.

9.3 CHANGE OF DATES FOR RESTRICTED BURNING PERIOD

The Committee discussed the dates of the Restricted Burning Period and the Prohibited Burning Period and the following changes were made to the current dates/times:

PROHIBITED BURNING TIME

1 November – 14 February

Permits may be issued between 1 Nov – 15 Dec for protective burning only. Between 16 Dec – 14 Feb no fires may be lit without the express permission of the Chief Bush Fire Control Officer. The Shire Council has authority to extend this date and you should consult with your local Fire Control Officer or ring the hotline on 9831 0145.

RESTRICTED BURNING TIME

1 October – 31 October & 15 Feb – 14 April 30 April

Permits are required for all fires lit during these Restricted Burning times and must be obtained from your local Fire Control Officer who will explain the conditions under which fires may be lit.

Permits will not be issued for town site burning between 15 Feb – 30 Apr 14 Apr.

Please note restricted burning times may be extended by the CBFCO, you should consult with your local Fire Control Officer or ring the hotline on 9831 0145.

BURNING RULES

1. *Patrolling of all fires is the responsibility of the landowner or occupier for as long as the fire poses a risk. These include clearing fires as well as protective burning.*
2. *All adjoining landowners must be notified on the morning of the intended burn whether clearing grass or protective burning is carried out.*
3. *No fire to be lit before 1300 hours (1pm). ~~If extension of Restricted Burning Period continues after 30 April, a fire may be lit after 1000 hours or~~ **As from the 1st of April, lighting times may be** at the discretion of the Chief Bush Fire Control Officer.*
4. *For all grass and stubble fires, no trees or heaps of logs are to be burning within 40 metres of the outside of the perimeter break.*
5. *All stubble/grass burns conducted within the restricted burning period must have a 2.4 metre wide perimeter break cleared of all flammable material.*
6. *All other conditions on a WRITTEN PERMIT to burn must be complied with.*

Moved Digby Stretch Seconded Rob Cowie:

“That the BFAC recommend to Council that all dates and wording be modified on the Firebreak Order to reflect above changes.”

CARRIED 7/0

9.4 PERMITS TO LIGHT FIRES

The following items were raised at the recent AGM to be discussed at this meeting

- *Starting times for burning – Starting earlier in the day given favourable conditions*
- *Digital Permits – Does email count as a valid form of approval?*

The Starting times were discussed in the previous item and changes were made.

The Chief Bushfire Control Officer will discuss the use of electronic templates for the fire permits at the next DOAC meeting.

9.5 HANDHELD RADIOS

The brigades have requested that the Shire supply them with a Handheld Radio for communication. This is not covered under ESL.

The purchase of new handheld radios will be funded by the Shire in the 16/17 budget and will be purchased from Kojonup Auto Electrics.

Rob Cowie will write to each brigade to ascertain which Brigades require a radio.

9.6 NEW COMMUNICATION TOWER UPDATE

Progress report on the Communications Tower by CEO.

There has been limited progress to report. The issue is currently with Telstra and the Commonwealth Department of Consumer Protection in Canberra.

Digby suggested that the CEO writes to DFES to engage them in a conversation regarding tower.

9.7 CARAVAN PARK CAMPFIRE

The CBFCO has received a request from the owners of the Caravan Park to allow them to have a fire pit available to visitors.

Daniel Campbell spoke to this item as it falls under the town site and he and the VF&RS have no issue with the Caravan Park lighting a fire as long as it is contained in a central fire pit and that it is not lit during the Prohibited Burning Period.

9.8 FEEDLOT – EXEMPTION FOR MOTOR VEHICLE BANS

There has been a request for feedlots to be exempt from Vehicle Movement Bans

The Shire needs to ascertain how many registered feedlots there are in the Shire and to write and inform them of the rules and regulations around any exemptions that may be imposed.

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11 NEW BUSINESS

(Of an urgent nature, introduced by a decision of the meeting).

- Ned Radford discussed the weather reports and he was of the opinion that to garner an informed picture, the Zulu's need to contact all Brigade FCO's. Roger House suggested that there is no need to go all the way down the list to the number 3 for each brigade. Tony said that each brigade has a Kestral meter and this needs to be used to have accurate readings.

12 NEXT MEETING

The next meeting will be held on the 17th October 2016 at the Council Reception Room commencing at 7:30 pm

13 CLOSURE

There being no further business to discuss, the Presiding Member, thanked the members for their attendance and declared the meeting closed at 9:05pm.